

# **CITY OF REDMOND ARTS COMMISSION**

## **MINUTES**

**March 14, 2002**

**Old Redmond Schoolhouse Community Center**

**COMMISSIONERS PRESENT:** Chairperson Jill Schmidt, Una McAlinden, Regina Riley, Heidi Houghton; Joe Adams arrived at 7:30 p.m.

**ABSENT AND EXCUSED:** Commissioners Rebecca LaBrunerie, Cara Byrne, Kay Tarapolsi; Youth Advocates Jamie Bakun, Jane Butterfield

**STAFF PRESENT:** Melna Skillingstead, Arts Administrator; Sandra Bettencourt, Recreation Program Manager

**OTHERS PRESENT:** Kevin Pettelle

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## **AGENDA**

### **I. CALL TO ORDER**

Chairperson Jill Schmidt called to order the regular meeting of the Redmond Arts Commission (RAC) at 7:05 p.m. at the Old Redmond Schoolhouse Community Center.

### **II. APPROVAL OF MINUTES**

#### **A. Retreat Minutes**

**Motion for approval of January 24, 2002 RAC *Goals Retreat* minutes as submitted by:** Commissioner Kjos  
**Second by:** Commissioner McAlinden  
**Motion carried:** 5-0 unanimous

#### **B. Regular Meeting Minutes**

The Redmond Arts Commission (RAC) minutes of February 14, 2002 were approved with the following amendments:

- Page 5, E, line 6: Change “superintendent of public instruction” to read “Program Supervisor for the Arts”

- Page 9, paragraph 6: Include, “Riley mentioned that these meetings were informational only, in order to establish relationships between Council and Commissioners.”

**Motion for approval of February 14, 2002 RAC minutes as amended by:**

Commissioner Riley

**Second by:** Commissioner McAlinden

**Motion carried:** 5-0 unanimous

### **III. ADDITIONS TO AGENDA**

Action Items:

- Nexus Committee

Discussion Items:

- Council Coffee Meeting Update
- Public Works Project

Under Reports:

- SecondStory Repertory Letter
- RAC Position
- Volunteer Arts Awards
- A Farewell

### **IV. ITEMS FROM THE AUDIENCE**

None (see V.A.)

### **V. ACTION ITEMS**

#### **A. Arts Awards Artist Proposal**

Kevin Pettelle, selected bronze artist for creation of the Redmond Arts Awards, presented samples of artwork for the award. Pettelle focused his artistic idea on a symbolic nature of one hand helping another hand. Three different choices of hands artwork were displayed, each next to a black plaque with brass underneath, and engraved text and City logo. A common element would be a relief component. The plaque could be removed from the award so the artwork may be hung as a separate piece, or it could be rotated for a different angle.

Commissioners made the following comments:

- Reduce the City logo; have the hands artwork dominant
- The plaque should be tiny so as to feature the beautiful art
- Could do the logo/text around the side, the back, or on the bottom face

Pettelle suggested the bronze hands tiles could be about one inch deep in order to accommodate the logo on the side. Skillingstead added that the text could even be presented on a certificate in addition to the art piece.

A consensus was reached to have the logo and text on the side, not on the front of the artwork. Commissioners discussed and voted on the three selections:

- Design number one: 0
- Design number two: 3
- Design number three: 1
- Abstention: 1

Design number two was selected as the artwork for the Arts Award. Skillingstead would follow up with Pettelle and update Commissioners next month.

## **B. Fire Station 11 Art Project Artists Recommendation**

Schmidt reported that following a panel review of 31 artists for the Fire Station 11 Art Project, three finalists were chosen: Stuart Nakamura, Mary Beth Llorens, and Brad Miller. They would each receive a \$500 honorarium to create a concept or model. An alternate artist was also chosen, Judy Phipps, who would need to be approved for an additional \$500 honorarium.

Commissioners reviewed slides showing samples of their work. There would be a tour of the firehouse site, and orientation meeting with the finalists on March 26, at which time their concept and proposal would be submitted. Interviews would be conducted on April 9.

Schmidt asked Commissioners to consider the additional \$500 for the fourth (alternative) artist. The firemen on the committee favored the bronze artistry done by Phipps. For this reason, Schmidt recommended it would be important to include her in the proposal. Schmidt emphasized that there would be greater potential for integrated art with the first three finalists however.

The Station 11 Lieutenant told Schmidt that the Fire Fighters Union could possibly raise additional money to build more art and structures for the station, and have off-duty firemen as volunteer help.

**Motion for approval of the four artists as proposed (to spend the extra \$500 to include the fourth) and to pay honorariums for their concepts and proposals by:**

Commissioner Houghton

**Second by:** Commissioner Riley

**Motion carried:** 6-0 unanimous

### **C. Annual Report Final Approval**

Schmidt distributed color copies of the Annual Report for RAC review. The following items remain to be inserted into the publication:

- Captions by pictures
- Picture for volunteers (or an additional picture)
- Sculpture Garden Tour Information
- Arts Education Curriculum lesson plan photo

Schmidt noted the photos would not be in color.

**Motion for approval of the Annual Report as submitted by:** Commissioner Adams

**Second by:** Commissioner Houghton

**Motion carried:** 6-0 unanimous

### **D. Nexus Committee**

Houghton read from portion of the minutes of the last Nexus Committee meeting, which discussed its formal establishment, mandate, and name. She related the following options:

- Establishment:
  - 1) Have no committee at all, or create a Nexus Research Committee to cover items central to RAC (e.g. funding, action or discussion item determination, etc.) that are not dealt with in other committees or by an individual. These items would be discussed and distilled by the committee with recommendations brought forward for general RAC discussion and action.
  - 2) Committee structure would include one permanent RAC member, the RAC Chair or Vice Chair, one staff, and other rotating Commissioners (those who would work on a specific project). Currently, Riley is working on art funding, and Kjos is working on the fund raising mail out.
- Mandate (goals and objectives) Following a study of these issues, they would be brought to the general Commission for discussion and/or action:
  - 1) The committee would study these issues: advocacy, community profile, and future financial health direction
  - 2) The committee would study funding, public relations and future planning issues
- Name:
  - 1) The original, "Arts Funding Committee," or
  - 2) Nexus Research Committee

McAlinden expressed hesitation on the mandate, that perhaps the committee would be taking things off the RAC table to give to only a few people. Schmidt clarified that it would allow those items to be discussed, distilled, and brought to RAC. Anyone can attend the meetings. The committee would only come back to RAC with recommendations, not decisions. McAlinden also expressed objection to the “scope” as presented.

Houghton noted that an agenda would be written and distributed by e-mail ahead of time so people could choose to attend if they wished. She is also writing committee minutes, and would distribute to those who wish to receive them as well.

Commissioners made these additional comments:

- Kjos emphasized keeping the committee’s focus as narrow as possible. He cautioned the Committee to avoid duplicating what the RAC is supposed to be doing.
- McAlinden believed the goals and objectives should not be done on a committee level; they are an important part of team building.
- Riley favored the Committee as a support to Skillingstead and Schmidt, to help streamline processes and organize material into a presentation.
- Kjos believed the Commission in general has a difficult time prioritizing. He suggested focusing on 2-3 issues at a time by the entire Commission.
- McAlinden suggested starting to look into funding (public/private), public advocacy, and community relationship opportunities.

Skillingstead added the committee could also work on specific budget oriented items (e.g. percent for art ordinance changes).

**Motion for approval of :**

**1) the establishment of Nexus Research Committee to gather and distill information for recommendation to RAC for discussion and voting on these issues:**

- **fund raising,**
- **the budget, and**
- **advocacy related to funding and community relationships;**

**2) its mandate as:**

- **future financial health and**
- **community relationships of the RAC (resource development);**

**3) and its committee structure as presented,**

**and all would be on a trial basis until the budget is set in the fall, at which time it would be re-assessed by: Commissioner Kjos**

**Second by: Commissioner Riley**

**All in Favor: 5**

**Opposed:** 1 (Adams)  
**Motion carried**

The next Nexus Research Committee meeting is scheduled 3/27/02 at the ORSCC. All are invited. The draft of Kjos' fund raising proposal will be reviewed at the meeting and brought to RAC in April.

## **VI. DISCUSSION ITEMS**

### **A. Goals Revision/Committee Homework**

Schmidt reported that the meeting with Parks and Human Services Committee (PHSC) to present the new mission was cancelled.

Skillingstead presented a handout of assembled ideas based on the update of the RAC goals and objectives discussed at the retreat. McAlinden suggested beginning with the Commission's enabling ordinance (Council-approved document) as a scope from which to form ideas, then start with a blank page and build new goals. This would be a good retreat exercise.

Schmidt urged that clear and concise goals would be needed fairly soon. She asked Commissioners to read the handout by next meeting and come prepared to discuss direction. They concurred that the Commission would need to formulate the general goals first before committees formed theirs. Commissioners were asked to e-mail their ideas to Schmidt.

Bettencourt encouraged Commissioners to come to a consensus of definition / interpretation of the goals in order to clarify their vision.

The following additional suggestions were made:

- McAlinden and Schmidt suggested having Skillingstead give a 10-minute presentation explaining history to help clarify some of the existing goals and if they still apply.
- Skillingstead suggested having two people draft goals from the ordinance between April and June for examination at the June retreat.
- McAlinden proposed that together Commissioners look at the goals as a joint document: one to be worked on collectively as an exercise, like a focus group.
- Riley concurred to make it a project at the June retreat.
- Bettencourt proposed hiring a facilitator, an outside, non-biased person. Kjos noted this would require a longer meeting, possibly four hours. He will e-mail a consultant's name for consideration to Skillingstead. Skillingstead and Bettencourt will look into this and report next month.
- Schmidt requested Commissioners to think about the approach with or without a facilitator.

- Adams recommended a Microsoft NT approach: to work on a document online, collaborate by adding and subtracting comments/ideas. Other Commissioners believed this would remove the human interactive element, however.

## **B. Public Art Project – Public Input Meetings**

Skillingstead noted several public art projects are going on now: Fire Station 11, Perrigo Community Park (PCP), Leary Way Mural, Utility Boxes, etc. She asked Commissioners to think about having an exhibit or something similar in early April, where the public could view the Fire Station and PCP projects, to provide their opinion and input. Following this opportunity, RAC could hold a public hearing at their April meeting. Skillingstead volunteered to create this process and input-gathering method. She would display the project ideas in the ORSCC building, advertise through Kathie Murray, and possibly provide a survey for public feedback. RAC concurred; Skillingstead will follow up.

## **C. Council Coffee Meeting – Update**

Commissioners reported on the results from invitations to Council for their individual coffee meetings. Byrne scheduled with McCormick, but was cancelled due to the snow. Kjos is still attempting to reach Sharon Dorning. McAlinden and Adams' contacts were "too busy."

Schmidt reported that Danny Hopkins, Parks and Recreation Director, has endorsed the idea of the meetings/contacts. Schmidt announced that she would be attending the Mayor's Breakfast tomorrow, and she will investigate whether or not there would be a reasonable avenue through this venue.

## **D. Public Works Projects**

Schmidt reported there would be a traffic-calming project constructed on 100<sup>th</sup> Avenue NE, near the Junior High School. A high volume of elementary, junior, and senior high school students use the crossing. The project would include narrowing the street and requiring large sections of concrete pavement in a bulb-out space and partially down the sidewalk. Lisa Singer, project manager, has suggested incorporating an art design into the pavement, which would be funded by Public Works.

Skillingstead contacted the King County Arts Commission, and they referred her to two artists. Schmidt showed samples of their work and what potential art ideas could be done in concrete. Public Works is looking at bronze leaves that could be imbedded in the pavement, since leaves represent nature and the theme fits with the area. She suggested this type of art might be done in other residential traffic-calming projects throughout the City that have been proposed by Public Works.

Skillingstead added that possibly RAC could contribute some funding (\$1,200-\$1,500 from the Visual Arts Committee budget) and asked Commissioners to consider this. Commissioners agreed to contributing, and would perform action on it should the need arise in the future.

## **VII. REPORTS**

### **A. Arts Commissioner/Committees**

#### **1. Chair and Vice Chair**

##### **a. Chairperson Schmidt**

- Schmidt expressed satisfaction to be working with Public Works on art in the City.
- Tally Hudson has invited Skillingstead and Schmidt to join the Mayor at a luncheon in Seattle on April 4 to hear a discussion on government and art. Anyone may also attend on their own if they wish. Skillingstead will e-mail registration information to Commissioners.

##### **b. Vice Chair McAlinden**

None

#### **2. Visual Arts**

- Schmidt reported that the Visual Arts Committee has decided to change their meeting to the fourth Thursday of every month.
- Tarapolsi, who has expressed several good ideas already, will continue the curator work on the Outdoor Sculpture Exhibit when she returns to Commission activity following the birth of her baby. Schmidt will design a card that would be sent out to potential artists for the Exhibit.

#### **3. Literary Arts**

Skillingstead reported that a flyer for the *Write Out Loud!* festival is being printed at the City's print shop and should be available by 3/22/02. A poster will be available shortly thereafter.

*Write Out Loud!* will be held April 20 through 27. Connie Willis, an award-winning writer, will be the main speaker at the opening night event at the festival.



A \$10 admission fee will be charged for the opening night event only. Otherwise, the festival is free to the public.

#### **4. Arts Education – Curriculum Update**

- McAlinden reported the King County Arts Commission Cultural Education grant application was submitted on March 4. Letters of enthusiastic support for the grant were submitted from Danny Hopkins and Mayor Ives, as well as Ann Renee Joseph, Program Supervisor for the Arts.
- The Committee met with Julie Goldsmith, LWSD Curriculum Coordinator, and some of the art teachers to give their input on the curriculum proposed for grades 3 through 6, based on last year's process. They recommended that the format change little from what was used for the earlier grades.
- McAlinden and some Committee members attended the Washington Arts Education Association–Elementary Arts Education Forum, and received a positive response to one of the curriculum lessons they presented.
- Kathie Murray will do a feature article in the fall *Focus* of a teacher, teaching a curriculum lesson.
- The *Redmond Reporter* will write an article on the Artist in Residency portion of the curriculum project.
- McAlinden is continuing to work on the Washington State grant; deadline for submission is in two weeks.

#### **5. Grants**

None

#### **6. Performing Arts**

- Adams presented a certificate of thanks received from the Redmond Lights committee.
- Good feedback was received from the last two Winter Performances, Chinese Opera and Bottom Line Duo. Adams invited all to attend the March 23 performance, Theatre Schmeater: Twilight Zone Live.

#### **7. Arts Funding – NEXUS**

- Commissioners were reminded to consider PRO Plan survey questions. LaBrunerie and Byrne have expressed some ideas. An e-mail will be sent to Commissioners to solicit their ideas as well.
- Kjos will prepare a direct mail idea for a fund raising campaign. He will prepare a draft for next month. Hopkins and Mayor Ives are very interested in the fund raising project, as it could become a pilot for the City.

- The Committee will follow up on defining what is a RAC agenda action item versus a discussion item. Houghton will talk with Skillingstead to obtain guidelines that she will send to Commissioners.
- Houghton reported that Hopkins has suggested an agenda for the joint City Council and RAC meeting in May:
  - 1) Introduction: the big picture of RAC (including Cris Berns media presentation)
  - 2) Establish need to meet annually
  - 3) Mission statement
  - 4) Discuss 2003-04 goals in terms of projects
  - 5) Present plans for funding (public and private), e.g. mailing campaign
- Schmidt suggested holding a rehearsal meeting prior to the May 14 joint meeting to determine how they will present the agenda. Skillingstead noted that May 9 would be a televised RAC meeting. Commissioners therefore will meet on Wednesday May 1, at 7:00 p.m. to rehearse. Schmidt relegated the planning to the Nexus committee; they will present their ideas at the April RAC meeting.

## **8. Youth Advocate**

Schmidt reported that she would be asking Bakun and Butterfield to find replacements, since their schedules seem to conflict with serving on the Commission. Houghton stated she may know of an interested candidate. Schmidt directed the candidate to contact Skillingstead to set up an interview.

## **9. Marketing**

LaBrunerie is continuing to work with Adams on commentary for the filming of City art.

## **B. Staff Reports**

Skillingstead reported on the following:

### **1. Update on Theatre Schmeater**

The performance will go on. Redmond High School will not be doing the commercial due to a conflict. Therefore, if a group of four volunteers is available, they can come to the workshop, 11:00 a.m. -12:00 p.m. the day of the performance, then show up at 5:30 p.m. to do the 7:00 p.m. performance. No Commissioners were available.

## **2. Joint Meeting with City Council – May 14**

See Nexus report (VII.7.)

## **3. KCAC Cultural Education Grant Application**

See Arts Education – Curriculum Update (VII.4.)

## **4. Letter from SecondStory Repertory**

A letter was presented to the RAC, thanking them for the 2002 Organizational Support Grant contribution.

## **5. RAC Position**

The position for Arts Commissioner is being advertised and remains open until Friday, March 15. Interested parties should contact the Mayor.

## **6. Volunteer Arts Awards**

Commissioners were encouraged to talk to organizations/artists and invite them to submit nominations by the April 26 deadline. Recipients will be determined at the May RAC meeting.

## **7. A Farewell**

Skillingstead formally thanked Commissioner Roger Kjos for his six years of service on the Arts Commission. She praised Kjos for providing leadership, creating new committees, and contributing guidance and expertise to the Commission. Schmidt added that Kjos has set a good example as Chair for her to follow.

# **VII. ADJOURNMENT**

**Motion to adjourn by:** Commissioner Riley

**Second by:** Commissioner Houghton

**Motion carried:** 6-0 unanimous

The meeting adjourned at 9:30 p.m.

Minutes prepared by Recording Secretary: Pamela K. Maybee, *Call A Typist*

**NEXT REDMOND ARTS COMMISSION MEETING:**  
**April 11, 2002**  
**Old Redmond School House Community Center**  
**7:00 p.m.**

# Redmond Arts Commission

Meeting: March 14, 2002

## Audience Present

*Please note: Information provided at this public meeting becomes part of the City's permanent record.*

NAME	ADDRESS	PHONE
Kevin Pettelle	PO Box 777 Sultan, WA 98294	360-793-0783